

MINUTES OF REGULAR NORWALK CITY COUNCIL MEETING 4-16-15 (Abridged for publication)

Mayor Pro Tem Erika Isley called City Council meeting to order at 6:04 p.m. Present at roll call: Eric Delker, Tom Greteman and Kyle Jackson. Absent: Jaki Livingston. (RC = roll call vote)

15-057 Delker moved, Greteman seconded to approve **agenda** as amended to remove item d from consent. Voice vote carried unanimously.

15-058 Jackson moved, Greteman seconded to approve April 2nd regular council meeting **minutes**. Voice vote carried unanimously.

Consent included tax abatement applications; liquor license for "Country Thang"; **first reading** of ordinance amending Master Plan and Rules, Regulation, and Guidelines for Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08; **second reading** of ordinance amending code of ordinances of city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees; **second reading** of ordinance amending code of ordinances of city of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees; second reading of ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11) of Norwalk Municipal Code; **resolution 0416-15-031** adopting MOU for Central Iowa Code Consortium; **resolution 0416-15-032** approving renewal of an animal shelter services agreement with Animal Rescue League; **resolution 0416-15-033** approving renewal of a phone services contract with CenturyLink; monthly department reports for March and expenditures:

ADVENTURE LIGHT EQUIPMENT	\$293.75	IA POLICE CHIEFS ASSOC	LECC CONF	\$125.00
AHLERS & COONEY LABOR EMP LEGAL	\$2,076.65	JAMES OIL CO	FUEL	\$9,333.24
AIA CORP CLOTHING ALLOW	\$475.68	JESTER INSURANCE	CANINE COVE	\$54.00
AIRPORT SIGNS SUPPLIES	\$176.00	JP COOKE CO	2015 DOG TAGS	\$52.47
AMER TEST CENTER INSPECTION	\$410.00	KELLY CORTUM	KITTERMAN	\$16,375.00
ASI 8YD TRASH SVC	\$50.00	KELTEK INC	VEHICLE REPAIR	\$346.40
BETHANIE LAFFERTY YOGA 4/15	\$169.05	KOCH BRORS	OFFICE EQUIP	\$794.00
BLUE TARP FIN CAMERA TRAILER	\$213.94	KUEHL, NANCY	EGG HUNT	\$115.27
BOUND TREE MED MED SUPPLIES	\$4,411.33	LARUE DIST	SUPPLIES	\$144.03
BROWN EQUIP REPAIR FERRIS	\$236.40	LEHMER, GARY	LEHMER, GARY	\$28.20
BROWNELLS SUPPLIES	\$47.91	LIVING MAGAZINE	MAGAZINE	\$1,998.00
CITY OF WDM WESTCOM	\$14,143.32	MARY JANE SHARP	STEP BENCH	\$737.45
CNM OUTDOOR EQUIP HANDHELD BLOW	\$179.95	MCCLURE ENG	NCIS IMP	\$6,400.00
CONTRACT SPECI SUPPLIES	\$485.60	MENARDS	SUPPLIES	\$887.39
DM IRON WORKS EQUIPMENT	\$89.18	METRO WASTE	COMPOST IT	\$17,174.80
DM WATER WORKS DMWW	\$23,211.52	MIDAMERICAN	UTILITIES	\$0.00
DOWNEY TIRE REPAIR GRADER	\$562.31	MIDWEST K-9 DETECT	CONF	\$60.00
ELEC ENGINEER & EQUIP LIGHTS AT POOL	\$118.73	MUNICIPAL SUPPLY	SUPPLIES	\$5,630.50
EMS PROFESSIONALS MED SUPPLIES	\$25.00	N WAR TOWN & CTY	SUMMER AD	\$26.20
FAM MED NORWALK PHYSICAL	\$344.00	NORWALK CHAMBER	WELLNESS	\$150.00
FIRE SVC TRAIN BUREAU EDU/TRAINING	\$70.00	NORWALK HARDWARE	SUPPLIES	\$580.25
GE CAPITAL COPIER LEASE	\$1,040.00	OREILLY AUTO PARTS	REPAIR VEHICLE	\$240.86
GOLF CARS OF IA 2003 EZ GO TXT	\$4,500.00	SAMS CLUB	SUPPLIES	\$554.87
GREGG YOUNG REPAIR AMBU	\$329.52	SCOTTS FOODS	SUPPLIES	\$200.21
GRIMES ASPHALT & PAV COLD MIX	\$407.34	SIMPLEX GRINNELL	OPER EQUIP	\$1,498.24
HARVEY'S AUTOMOTIVE REPAIRS/SUPPLIES	\$0.00	STAR EQUIPMENT	EQUIPMENT	\$132.77
HEARTLAND TECH INSTALL WIRELESS	\$1,128.75	TERMINIX	PEST CONTROL	\$64.00

HIWAY TRUCK EQUIP	EQUIPMENT	\$295.00	GREATER DM PARTNER	DC TRIP	\$9,000.00
HOLLY BLAKE	REFUND	\$33.25	USA BLUE BOOK	EQUIPMENT	\$1,372.71
IND PUBLIC ADVISOR	RETAINER SERV	\$2,300.00	VEENSTRA & KIMM	NW TRUNK SEW	\$36,213.99
INDOFF INC	SUPLIES	\$985.39	WADE WAGONER	REIMBURSE	\$203.69
IA LAW ENF ACAD	ACADEMY	\$180.00	WDM TRUE VALUE	STORM DRAIN	\$166.14
IA MEDICAID ENT	REFUND	\$173.61			

15-059 Delker moved, Greteman seconded to approve **consent**. RC vote passed unanimously.

15-060 Jackson moved, Greteman seconded to adopt **Resolution 0416-15-034 approving Urban Renewal Plan Amendment for Norwalk Urban Renewal Area (Amendment 15-01)**. RC vote passed unanimously.

15-061 Greteman moved, Jackson seconded to adopt **Resolution No. 0416-15-035 authorizing City Manager to implement and submit Title VI programs and documents to Iowa Department of Transportation (ADA)**. RC vote passed unanimously.

15-062 Greteman moved, Isley seconded to adopt **Resolution No. 0416-15-036 resolution approving an agreement with Warren Water District for customer and territory buy-out**. RC vote passed unanimously.

15-063 Jackson moved, Delker seconded to adopt **Resolution 0416-15-037 approving an equipment sharing agreement**. RC vote passed unanimously.

15-064 Delker moved, Greteman seconded to adopt **Resolution 0416-15-038 approving Rolling Greens Plat 5 preliminary plat**. RC vote passed unanimously.

15-065 Greteman moved, Delker seconded to **adjourn** meeting at 6:51 p.m. Voice vote carried unanimously.

Erika Isley, Mayor Pro Tem

Jodi Eddleman, Deputy City Clerk

MINUTES OF THE REGULAR NORWALK CITY COUNCIL MEETING ON 4-16-15
(unabridged version)

Mayor Pro Tem Isley called the City Council meeting to order at 6:04 p.m. Present at roll call: Eric Delker, Tom Greteman and Kyle Jackson. Absent: Jaki Livingston. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, Deputy City Clerk; Tim Hoskins, Public Works Director; Dustin Huston, Fire Chief; Nancy Kuehl, Parks and Recreation Director; Luke Parris, City Planner; Holly Sealine, Library Director; Greg Staples, Police Chief and Wade Wagoner, Planning and Economic Development Director.

15-057 Delker moved, Greteman seconded to approve **agenda** as amended to remove item d from the consent. Voice vote carried unanimously.

Presentation(s)

Staples reported that chiefs from the metro area met and decided two areas to collaborate are recruitment and training.

Recruitment would include the development of a Memorandum Of Understanding among metro agencies to share information on recruits who have applied. This would have been very helpful for Norwalk last October when the City started recruitment after six years of not recruiting. It makes sense to share and is very cost effective.

For training the metro lacks ability to plan for succession. Training midlevel supervisors is difficult without sending them out of town or spending a great deal on trainers for small numbers. The ability to come together to train will save money over a long period of time.

Greteman asked if the applicants will sign something that says their information can be shared. Staples said yes.

Kuehl presented Capital Crossroads information regarding how to market park and recreation activities, trail signage and *Catch Des Moines*. The City is jointly marketing facilities and programs through CVB Trail Signage. There is a regional trail logo, then cities add their own logos to it.

Welcome of Guests and Public Comment

Isley welcomed those guests present. With no one present wishing to speak, the business portion of the meeting was opened.

15-058 Jackson moved, Greteman seconded to approve April 2nd regular council meeting **minutes**. Voice vote carried unanimously.

Consent included tax abatement applications; liquor license for "The Country Thang"; **first reading** of ordinance amending the Master Plan and Rules, Regulation, and Guidelines for the Echo Valley Community Planned Unit Development as Contained in Ordinance No. 03-08; **second reading** of the ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapters 169 and 177, updating and clarifying Rental Housing Code requirements and Fees; **second reading** of ordinance amending the code of ordinances of the city of Norwalk, Iowa, Chapter 177, updating Fire and EMS Fees; second reading of ordinance providing for a series of scheduled water rate and sewer rate adjustments, amending sections 92.02 (1), 99.02 (1), 92.02(3), 177.01(8), AND 177.01(11) of the Norwalk Municipal Code; **resolution 0416-15-031** adopting MOU for the Central Iowa Code Consortium; **resolution 0416-15-032** approving renewal of an animal shelter services agreement with the Animal Rescue League; **resolution 0416-15-033** approving renewal of a phone services contract with CenturyLink; monthly department reports for March and expenditures:

ADVENTURE LIGHT EQUIPMENT	\$293.75	IA POLICE CHIEFS ASSOC	LECC CONF	\$125.00
AHLERS & COONEY LABOR EMP LEGAL	\$2,076.65	JAMES OIL CO	FUEL	\$9,333.24
AIA CORP CLOTHING ALLOW	\$475.68	JESTER INSURANCE	CANINE COVE	\$54.00
AIRPORT SIGNS SUPPLIES	\$176.00	JP COOKE CO	2015 DOG TAGS	\$52.47
AMER TEST CENTER INSPECTION	\$410.00	KELLY CORTUM	KITTERMAN	\$16,375.00
ASI 8YD TRASH SVC	\$50.00	KELTEK INC	VEHICLE REPAIR	\$346.40
BETHANIE LAFFERTY YOGA 4/15	\$169.05	KOCH BROTHERS	OFFICE EQUIP	\$794.00
BLUE TARP FIN CAMERA TRAILER	\$213.94	KUEHL, NANCY	EGG HUNT	\$115.27
BOUND TREE MED MED SUPPLIES	\$4,411.33	LARUE DIST	SUPPLIES	\$144.03
BROWN EQUIP REPAIR FERRIS	\$236.40	LEHMER, GARY	LEHMER, GARY	\$28.20
BROWNELLS SUPPLIES	\$47.91	LIVING MAGAZINE	MAGAZINE	\$1,998.00
CITY OF WDM WESTCOM	\$14,143.32	MARY JANE SHARP	STEP BENCH	\$737.45
CNM OUTDOOR EQUIP HANDHELD BLOW	\$179.95	MCCLURE ENG	NCIS IMP	\$6,400.00
CONTRACT SPECI SUPPLIES	\$485.60	MENARDS	SUPPLIES	\$887.39
DM IRON WORKS EQUIPMENT	\$89.18	METRO WASTE	COMPOST IT	\$17,174.80
DM WATER WORKS DMWW	\$23,211.52	MIDAMERICAN	UTILITIES	\$0.00
DOWNEY TIRE REPAIR GRADER	\$562.31	MIDWEST K-9 DETECT	CONF	\$60.00
ELEC ENGINEER & EQUIP LIGHTS AT POOL	\$118.73	MUNICIPAL SUPPLY	SUPPLIES	\$5,630.50
EMS PROFESSIONALS MED SUPPLIES	\$25.00	N WAR TOWN & CTY	SUMMER AD	\$26.20
FAM MED NORWALK PHYSICAL	\$344.00	NORWALK CHAMBER	WELLNESS	\$150.00
FIRE SVC TRAIN BUREAU EDU/TRAINING	\$70.00	NORWALK HARDWARE	SUPPLIES	\$580.25
GE CAPITAL COPIER LEASE	\$1,040.00	OREILLY AUTO PARTS	REPAIR VEHICLE	\$240.86
GOLF CARS OF IA 2003 EZ GO TXT	\$4,500.00	SAMS CLUB	SUPPLIES	\$554.87
GREGG YOUNG REPAIR AMBU	\$329.52	SCOTTS FOODS	SUPPLIES	\$200.21
GRIMES ASPHALT & PAV COLD MIX	\$407.34	SIMPLEX GRINNELL	OPER EQUIP	\$1,498.24
HARVEY'S AUTOMOTIVE REPAIRS/SUPPLIES	\$0.00	STAR EQUIPMENT	EQUIPMENT	\$132.77
HEARTLAND TECH INSTALL WIRELESS	\$1,128.75	TERMINIX	PEST CONTROL	\$64.00
HIWAY TRUCK EQUIP EQUIPMENT	\$295.00	GREATER DM PARTNER	DC TRIP	\$9,000.00
HOLLY BLAKE REFUND	\$33.25	USA BLUE BOOK	EQUIPMENT	\$1,372.71
IND PUBLIC ADVISOR RETAINER SERV	\$2,300.00	VEENSTRA & KIMM	NW TRUNK SEW	\$36,213.99
INDOFF INC SUPPLIES	\$985.39	WADE WAGONER	REIMBURSE	\$203.69
IA LAW ENF ACAD ACADEMY	\$180.00	WDM TRUE VALUE	STORM DRAIN	\$166.14
IA MEDICAID ENT REFUND	\$173.61			

15-059 Delker moved, Greteman seconded to approve **consent**. RC vote passed unanimously.

City of Norwalk Smartphone Application

Todd Dunkel, of Iowa Distilling, said the Norwalk Chamber is proposing development of a smartphone application that would be modeled after the *Pella Now* application. The application is used to tie events together to identify dining, retail shopping choices etc. The cost of the application and development is approximately \$3,000. A monthly maintenance fee is also charged.

Isley said she downloaded the application and really liked it. She asked if the proposal is to make a Norwalk application. Dunkel said the Chamber Board voted to continue looking at the application and wanted to see if the City wanted to participate.

Jackson asked if the Chamber is going to maintain it for new members. Dunkel said it is not certain at this time.

Isley said she thought it was a great ap and it would be the first place of where she would go. She thought the City of Pella information was somewhat lackluster. She would like something where she could push information to people such as lost dogs, etc. Dunkel said he presented during the Chamber meeting that there is room for improvement with the application for social media use such as this.

Jackson stated the general consensus is to support proceeding with it.

Urban Renewal Plan Amendment

Greteman stated there are four projects listed in the amendment and asked if the plan can be amended if something would change; such as, construction of trail improvements. He asked if they could amend the plan again. Oliver said yes.

Isley asked Greteman to talk about the church's sidewalk. Greteman said when the church was built, they were given a waiver not to put the sidewalk in. The church is now planning to add a 5-foot sidewalk along the south side of North Avenue and along Orchard Hill Drive. If the City is planning a 10-foot bike path there, the church should work with the City to construct the path. He added that the City has a 10-foot path across the corn field in the budget and believes if the church ever takes it out or causes it to be destroyed that they should agree to put the path back in. This agreement needs to be put in a letter.

15-060 Jackson moved, Greteman seconded to adopt **Resolution 0416-15-034** approving Urban Renewal Plan Amendment for the Norwalk Urban Renewal Area (Amendment 15-01). RC vote passed unanimously.

Department of Transportation ADA

15-061 Greteman moved, Jackson seconded to adopt **Resolution No. 0416-15-035** authorizing the City Manager to implement and submit Title VI programs and documents to the Iowa Department of Transportation. RC vote passed unanimously.

Warren Water Buy-out

Greteman asked if all addresses listed are inside city limits. Hoskins said yes. He also asked if this agreement assigns their capacity to the City of Norwalk. Hoskins responded capacity is not part of this agreement. Jackson asked if it could be negotiated. Dougherty responded that federal law protects the territory of the rural water system and dictates the formula used to compute a buy-out; capacity can be negotiated.

Greteman said sprawl continues to be a problem when counties continue to permit larger rural subdivisions, then those people demand city services and get annexed. Dougherty said this agreement does not require the City to buy out the customers but it does set the framework for buying out future customers. Hoskins said the western annexation area is their largest future growth area.

Greteman said he wants to watch the City's water capacity closely.

15-062 Greteman moved, Isley seconded to adopt **Resolution No. 0416-15-036** resolution approving an agreement with Warren Water District for customer and territory buy-out. RC vote passed unanimously.

Equipment Sharing agreement

Hoskins said that this agreement would allow the city to share equipment with several other metro cities and they have been working on it for more than a year.

Isley asked what would be on the list; for example if they want to borrow a snow plow or jetvac, could they?. Hoskins said we have complete control over it and some equipment is such that the operator must go with it. Hoskins said we set the price and thinks the agreement is a win without risk.

Isley asked what equipment he wants to use that the City does not have. Hoskins said chippers, specialized mowers, grinders, etc. Also, we have a crack sealing machine that we only use three or four weeks per year and that could be something someone else wishes to use.

15-063 Jackson moved, Delker seconded to adopt **Resolution 0416-15-037** approving an equipment sharing agreement. RC vote passed unanimously.

Rolling Green Plat 5

Luke presented to the council the preliminary plat extending the development to the North. He stated that planning & zoning recommends approval of the plat.

Greteman said P&Z looked at storm water.

15-064 Delker moved, Greteman seconded to adopt **Resolution 0416-15-038** approving the Rolling Greens Plat 5 preliminary plat. RC vote passed unanimously.

Reports

Sealine invited everyone to the Library Foundation's Fundraiser "Art in the Stacks" on April 20th. It is an adult-only event and tickets are \$20.

Kuehl announced that Assistant Public Works Director is leaving. She said the dog wash raised \$1,100.00.

Huston reported there was a good turnout at the pancake breakfast and that the annual appreciation banquet is on Saturday.

Staples said at the most recent Chiefs meeting they talked about body cameras and decided it would be smart if they all discussed a common policy. Sgt. Downing will represent Norwalk in the metro wide discussion. There were two bills proposed this past year that did not go anywhere and their hope is that if they come up with a plan, the legislation would mirror what they are doing. He said there were no issues from Clinton's visit to Capital City Fruit.

Hoskins said the Holly Drive water main is transite, which is an asbestos product and that is causing some problems. This will cause us some issues with disposal. He added that he has been very impressed with the contractor. The bike path is near completion; clean up and restoration could start as early tomorrow. There was a pre-construction meeting on the Wakonda Drive project and residents will be sent an information letter. The first area they will concentrate on will be the sidewalks on Happy Hollow Drive, beginning May 4th. The resident meetings are scheduled for April 27th and 29th. Hoskins noted that to clear the way for construction, MidAmerican Energy has cleared the streetlights and that has prompted some calls. Staples added that they are increasing patrols in the areas without streetlights and requested Lakewood Village Association send an email asking people to turn their porch lights on.

Hoskins continued that the SE Trunk Sewer Phase II is complete. They are just waiting for some final test results. Construction on the sewer at Blooming Heights is going well. They are close to doing a final punch list walkthrough on the Estates at the Ridge. All new subdivisions will have LED streetlights installed; Plat 17 in the Legacy is one location to see them. It will be a change but there is huge cost benefit.

Wagoner said Development Services is working on a good zoning ordinance. He attended the Warren County Business Awards meeting. O'Leary Celebration of Life won New Business of the Year; Iowa Distilling won Most Innovative and City State Bank won Business of the Year.

Parris said there is a lot of development coming through. There is also a rezone request for the Dobson Property.

Oliver reported on a workshop she and Mayor Phillips attended last week regarding the Emerald Ash Bore, which has recently been found in southeast Dallas County. Also, Tuesday night was the School - City Improvement Advisory Committee and she expressed appreciation for the school letting the City piggy back on that process. The committees have done great work and two of the City Committees will be presenting to Council at the April 30th study session.

15-065 Greteman moved, Delker seconded to **adjourn** meeting at 6:51 p.m. Voice vote carried unanimously.

Erika Isley, Mayor Pro Tem

Jodi Eddleman, Deputy City Clerk